



**North Carolina Department of Health and Human Services**  
**Division of Mental Health, Developmental Disabilities and Substance Abuse Services**  
3001 Mail Service Center • Raleigh, North Carolina 27699-3001  
Tel 919-733-7011 • Fax 919-733-1221

Michael F. Easley, Governor  
Carmen Hooker Odom, Secretary

Richard J. Visingardi, Ph.D., Director

August 15, 2003

, Director

Re: 2003-2004 Performance Agreement

Dear :

Please find enclosed your 2003-2004 Performance Agreement. This document is to be signed by you and your Area Board Chair. This agreement is the result of the cooperative work of both Division staff and the staff and representatives of the North Carolina Council of Community Programs. A number of items have been deleted, or modified, from last year's Performance Agreement. Deleted or modified items include the following:

1. **Deleted** III.B. of the 2002 – 2003 Performance Agreement. "Provide services to individuals receiving funding through UCR-MR/MI and to Eligible At Risk (CTPS) children in accordance with individually determined needs and within available funds, in consultation with State program staff and in accordance with Division rules, program policies and the Area Authority/County Program's approved At Risk (CTPS) children – UCR and UCR-MR/MI budgets. " There is the expectation that these services continue to be offered and that funds be tracked, but there is no reporting requirement.
2. IV A. of the 2002 – 2003 Performance Agreement. "Submit all reports required by law, regulations or the DHHS by assigned due dates in acceptable quality and comply with all performance indicators that are tracked in the reports." **Deleted** reporting requirements include:
  - Revenue Adjustment Reports
  - Volume of Service Submissions
  - AA/CP Invoice Data Sheet**Modified**
  - Electronic Claims Submission Agreement (now reads evidence of a signed Trading Partner Agreement (TPA))
3. IV.B. of the 2002-2003 Performance Agreement. "Submit timely and complete client data reports for all individuals receiving services as specified in each of the following categories:"

**Deleted** reporting requirement includes:

- MR/MI Person Centered Plans
- 4. **Deleted** IV.D. of the 2002-2003 Performance Agreement. "Provide access to services for eligible children in Department of Social Services (DSS) custody in an attempt to improve penetration rates from Fiscal Year 2002 to Fiscal Year 2003, subject to available funding."
- 5. **Deleted** IX. CAP/MR-DD and MR/MI Competency Review Protocol for Program Accountability Monitoring.

One item has been **added**:

1. III.B.11. Comply with the State Plan: 2003 Blueprint for Change, Local Business Plan, Communiqués, and conditions negotiated through the Local Business Plan review (see Attachment 2, page 3; Attachment 4; and Communication Bulletin 2).

My office in cooperation with the Executive Leadership Team of the Division will continue to work with the Council to further improve and simplify this agreement. The total agreement comprised of a main text document and attachments has been transmitted electronically to each AA/CP.

Please return the signed main text document agreement to the LME/Systems Management Team by November 1, 2003. Your signed agreement should be mailed to the following address:

Dick Oliver  
LME/Systems Management Team  
3015 Mail Service Center  
Raleigh, NC 27699-3015

Should you have any questions on this matter, you may contact Dick Oliver, LME/Systems Management Team Leader at (919) 715-1294.

Thank you for your attention to the agreement and to fulfilling its requirements.

Sincerely,

Richard J. Visingardi, Ph.D.

RJV/do

Enclosures

cc: DMH/DD/SAS Executive Leadership Team  
Dick Oliver, LME/Systems Management Team Leader  
Carol Duncan Clayton, Ph.D., NC Council of Community MH/DD/SA Programs